EKTU EUREKA! LEADERSHIP GRANT APPLICATION

CALIFORNIA STATE LIBRARY
FY 2014/15

ELEMENT 1: BASIC INFORMATION

Applicant Information
1. Library/Organization
   E.P. Foster Library/Ventura County Library
2. Library’s DUNS Number
   06-669-1122
3. Internet Web Site Address
   www.vencolibrary.org
4. Project Coordinator Name & Title
   Sara Roberts, Senior City Librarian
5. Email Address
   sara.roberts@ventura.org
6. Business Phone Number
   805-641-4414
7. Fax Number
   805-648-3696
8. Mailing Address
   PO Box or Street Address
   City: Ventura
   State: CA
   Zip: 93001

Project Information
9. Project Title
   mobile make!
10. LSTA Funds Requested
    $4,880
    $5,000
11. Cash Match
    $500
12. In-Kind
    $12,485
13. Total Project Cost
    $47,985
14. Federal Library Services & Technology Act (LSTA) Purpose
    (Check one purpose which best describes the project)
    □ Developing library technology, connectivity and services
    □ Providing targeted services to diverse populations or persons who have difficulty accessing services
    □ Providing services to promote life-long learning
    □ Developing public and private partnerships
15. California’s LSTA Goals
    (Check all that describe the project)
    □ Literate California
    □ 21st Century Skills
    □ 22nd Century Tools
    □ Content Creation/Preservation
    □ Bridging the Digital Divide
    □ Information Connections
    □ Community Connections
    □ Ensuring Library Access for All
16. Number of persons served
    (The number of persons who use or will benefit directly from this project) 800
17. Congressional District(s) number
    26
18. Primary Audience for project
    (Check at least one, maximum of three)
    □ Adults
    □ Children
    □ Institutionalized persons
    □ Library Staff & Volunteers
    □ Non/limited English speaking persons
    □ People with special needs
    □ Pre-school children
    □ Public library trustees
    □ Rural Populations
    □ Senior Citizens
    □ Statewide public
    □ Urban populations
    □ Young adults and teens

19. This signature certifies that I have read and support this LSTA Grant Application.

Director Name: Jackie Griffin
Mailing Address (if different from above)
5600 Everglades St. Suite A
City: Ventura
Zip: 93001

Director Signature: [Signature]
Date: 5/5/14
ELEMENT 2: PROJECT BACKGROUND AND SUMMARY

Describe how this project was identified as a need, how it relates to your strategic plan, and what will be accomplished if this project is implemented. Should relate to activities in the timeline (Element 4) and include statistical info to support project. Limit to one page and use 12 point font.

According to the U.S. Department of Education (http://tinyurl.com/mnotzjr), few students pursue careers in STEM fields, which is why President Obama has made it a priority to expand STEM fields by moving American students from the middle of the pack, to the top of the pack. STEM awareness is a national priority, led by the Committee on STEM Education (http://www.whitehouse.gov/administration/eop/ostp/nstc/committees/costem).

The Makerspace Playbook (http://tinyurl.com/kdrpgm7) argues that we must bring elements of play back into schools. Education is bogged down with high stakes testing, with little time for play. The maker movement hopes to “transform education.” The playbook highlights the 2010 President’s Council of Advisors on Science and Technology which reported that “the problem is not just a lack of proficiency among American students; there is also a lack of interest in STEM fields among many students.”

Libraries are a natural place to further education by giving the freedom to learn at one's own pace, while incorporating levels of play with fun and educational programs. Beginning a new technology based program in a community is intimidating because of lack of knowledge. Libraries will help turn that fear around by providing informative sessions for the entire community. According to a survey in support of this project, 86% of respondents think special events featuring unique speakers and activities would encourage STEM awareness in young people in Ventura. Paul Billock, a local makerspace creator will support the project: "As a community makerspace organizer I see a real need for STEM awareness in young people in Ventura. I would support this grant by working with library staff in creating a workshop for kids in our city." This project falls in line with the vision of Ventura County Library, which states that: "We are committed to providing the communities we serve with the very best of what libraries can provide in as many ways and as conveniently as possible." This is a new avenue of service for the system and will take education and 'play' straight to where the community is.

This program will encourage STEM awareness in 8th graders in Ventura. Students will come to understand how important these topics are and experience just how much fun it is to be a maker. By seeing their homework come alive in hands-on makeshops, students will express interest in what they are learning in the classroom. The need for hands-on STEM activities in Ventura is clear, as stated by local principal Dr. Soledad Molinar: "We are a title I school with approximately 60% of our students on free or reduced lunch. We service approximately 800 students with various programs; however we consistently feel there is a void in the number of hands-on STEM experiences in our classrooms. Our teachers are wholeheartedly open to partner with the library and open up their Science classrooms to STEM demonstrations."

The makeshops will be held at Anacapa and Bablos Middle School in Ventura. Approximately 22 classes will be held in the schools, reaching 730 students in Ventura. The classes will be divided in half with a teacher, volunteer and library staff person dedicating 11 hours each to the classes. One workshop will be repeated 22 times. The series will also promote STEM topics by bringing in three special speakers for a unique lecture series. Speakers will focus on the fun aspect of STEM and learning. Speakers may include a team member from the two bit circus, a STEM based learning experience with a fun aspect (http://twobitcircus.com/about/) or former Apple employee and current trail blazer Rao Machiraju (http://www.linkedin.com/in/raomachiraju). Success will be determined by comparing pre and post surveys at the makeshops and surveys at the speaker series.
ELEMENT 3: PLANNING AND EVALUATION

Please answer each area concisely and completely. Limit to two pages and use 12 point font.

A. Project Purpose – Short statement which answers the questions: we do what, for whom, for what expected benefit.
   The program will provide 22 fun, interactive workshops (makeshops) to create awareness and excitement of STEM topics in middle school aged children to enrich the community of Ventura while raising awareness of the library makerspace. In addition, the program will provide 3 larger events with a special speakers series for the entire community.

B. Project Activities/Methods – How will the project be carried out? Include major activities from the timeline.
   Phase 1: Planning (July - September) Library staff will spend the month of July researching possible STEM topics and pre-designed workshop guides. Library staff will set up a focus group with one teacher from each school, makespace volunteers (already active in the library makerspace), college professors and library staff. The focus group will prepare a makeshop guide based on what the students will be learning in science and math in late November/early December. Supplies must be ordered by October 1st to ensure safe delivery. The focus group will generate a pre and post survey geared towards 8th graders.

   Phase 2: Implement (September - December) Train volunteers to assist with the class. Volunteers will work to assist the main instructor. Organize all of the materials and hold a practice run with the library Teen Group. Host the classes at the schools before the holiday break. Library staff or approved instructors will teach the class, with volunteer assistance. Evaluate 100% of the sessions using the survey generated by the focus group. It is impossible to state exactly what each session will include, as this project will be based on what the students are learning and what the teachers see as a need.

   Phase 3: The Bonus (January - March) Library staff will plan a special series of events to engage the entire community in STEM topics, while promoting our library makerspace. Library staff will contact speakers and secure plans for these events. Library staff will then publicize the events and host the events in March and April. Library staff will create an exit-door survey inquiring about the level of knowledge gained at the event.

   Phase 4: Wrap-Up (April - May) After evaluating the program, and reuniting with the focus group, a makeshop guide deliverable will be made available to share with teachers and librarians. A survey will be given to all volunteers inquiring about the level of knowledge gained throughout the program.

C. Anticipated Project Outputs – Measures of service or products provided.
   - 3 special speakers will visit the library
   - 730 students will participate in a makeshop
   - 1 makeshop guide will be developed; this can be used in the future and also by other libraries
   - 8 Volunteers and staff will be trained
   - 9 makeshops will be held at Anacapa Middle School
   - 13 makeshops will be held at Balboa Middle School
   - 60 community members will attend the special speaker events

D. Anticipated Project Outcome(s) – What change is expected in the target audience’s skills, knowledge, behavior, attitude,
and/or status/life condition? How will you measure these outcomes?

-75% of Young Adults will demonstrate an increase in knowledge and skill of STEM topics
-65% of Young Adults will indicate an interest in STEM careers
These outcomes will be measured by the pre and post survey created by the focus group.
-100% of special speaker event series attendees will gain STEM related knowledge
This outcome will be measured by a voluntary survey by volunteers at the exit door of the event. This survey will be created by Sara Roberts and library staff.
-100% of volunteers and specially trained teachers and staff will gain STEM related knowledge
This outcomes will be measured by the survey given to all volunteers upon finishing the program. This survey will be created by Sara Roberts and library staff.

E. Complete the following sentence. This project will be successful if:

middle school aged children learn something new, become more engaged citizens and find STEM topics more interesting and less intimidating.
**ELEMENT 4: GRANT TIMELINE/ACTIVITIES**

Show each major project activity and when it will be started and/or completed throughout the project. The timeline should correspond to the activities described in Planning and Evaluation. Please put an X in each pertaining month.

<table>
<thead>
<tr>
<th>Activity</th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library staff research pop-up makerspaces</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Establish focus group, meet to begin work</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recruit volunteers, make! teachers (mostly finished)</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prepare makeshop guide, and three surveys</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Host run-through with Teen Group</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchase materials/equipment</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Train volunteers/staff</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Host sessions at schools</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contact speaker for Feb/March events</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evaluate program</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Publicize speakers series</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Host speakers series</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evaluate program</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Produce deliverable: makeshop guide</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
</tr>
</tbody>
</table>


**ELEMENT 5: BUDGET**

The budget should clearly identify the amounts requested and from what sources.

<table>
<thead>
<tr>
<th>Column A Budget Category</th>
<th>Column B LSTA</th>
<th>Column C Cash Match</th>
<th>Column D In-Kind</th>
<th>Column E Total (B+C+D = E)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Salaries &amp; Benefits</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior City Librarian 55.83 PH</td>
<td>$0</td>
<td>$13,957</td>
<td></td>
<td>$13,957</td>
</tr>
<tr>
<td>volunteers</td>
<td>$0</td>
<td>$2,950</td>
<td>$0</td>
<td>$2,950</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$0</td>
<td>$0</td>
<td></td>
<td>$16,907</td>
</tr>
</tbody>
</table>

**Explanation:**
Librarian Sara Roberts will work approximately 250 hours on this project, totalling $13,957. Volunteers will work approximately 112 hours on this project totalling $2,950.

<table>
<thead>
<tr>
<th><strong>Library Materials</strong></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanation:**

<table>
<thead>
<tr>
<th><strong>Equipment (Items over $5,000 per unit)</strong></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanation:**
### Operating Expenses

<table>
<thead>
<tr>
<th>Column A Budget Category</th>
<th>Column B LSTA</th>
<th>Column C Cash Match</th>
<th>Column D In-Kind</th>
<th>Column E Total (B+C+D = E)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contracted Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instructor fees</td>
<td>$880</td>
<td>$0</td>
<td>$0</td>
<td>$880</td>
</tr>
<tr>
<td>Speaker fees</td>
<td>$600</td>
<td>$0</td>
<td>$0</td>
<td>$600</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$1,480</td>
<td>$0</td>
<td>$0</td>
<td>$1,480</td>
</tr>
</tbody>
</table>

**Explanation:**
Each speaker will receive $200 for services rendered and travel fees. Instructors will receive $40 per class, with a total of 22 classes being held.

<table>
<thead>
<tr>
<th><strong>Supplies</strong></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Elements for mobile makerspace</td>
<td>$3,520</td>
<td>$0</td>
<td>$0</td>
<td>$3,520</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$3,520</td>
<td>$0</td>
<td>$0</td>
<td>$3,520</td>
</tr>
</tbody>
</table>

**Explanation:**
The elements for the makeshop are unknown at this point as the curriculum will be designed by the focus group. These elements may include: filament, tools, etc.

<table>
<thead>
<tr>
<th><strong>Other Charges</strong></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Explanation:**

| **Operating Expenses Subtotal** | $5,000 | $0 | $0 | $5,000 |

### Project Total

<table>
<thead>
<tr>
<th></th>
<th>Column B LSTA</th>
<th>Column C Cash Match</th>
<th>Column D In-Kind</th>
<th>Column E Total (B+C+D = E)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project Total</strong></td>
<td>$5,000</td>
<td>$0</td>
<td>$16,907</td>
<td>$21,907</td>
</tr>
<tr>
<td>(Salaries &amp; Benefits, Materials, Equipment, and Operating Expenses)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Indirect Cost (up to 10%)</strong></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Grant Totals</strong></td>
<td>$5,000</td>
<td>$0</td>
<td>$16,907</td>
<td>$21,907</td>
</tr>
</tbody>
</table>
FUTURE FUNDING
Briefly describe how this project will be financially supported in the future.

By the end of the grant the library will have a complete mobile makerspace with a guide and all necessary tools. Library staff hopes to expand the program into more schools and programs throughout Ventura. The Friends of the Library will be asked to supplement future funding as needed.

ELEMENT 6: ATTACHMENTS
If you have additional resources that support your grant, please attach after this page

ELEMENT 7: INTERNET CERTIFICATION FOR APPLICANT
PUBLIC LIBRARIES FY 2014/15

Check the Appropriate Library Type

☒ Public Library ☐ Academic ☐ K-12 ☐ Multi-type ☐ Special/Other

As duly authorized representative of the applicant library, I hereby certify that: (check only one of the following boxes)

A. ☐ The applicant library has complied with the requirements of Section 9134(l)(1) of the Library Services and Technology Act.

B. ☒ The requirements of Section 9134 (l)(1) of the Library Services and Technology Act do not apply to the applicant library because no funds made available under the LSTA program will be used to purchase computers used to access the Internet or to pay for direct cost associated with accessing the Internet for a public library or public elementary school or secondary school library that does not receive discounted E-Rate services under the Communications Act of 1934, as amended.

______________________________
Signature of Authorizing Official

______________________________
PrINCIPAL LIBRARIAN

______________________________
Date

5/5/14
ELEMENT 8: ASSURANCES

The applicant assures and certifies that it will comply with the regulations, policies, guidelines and requirements, as they relate to the application, acceptance and use of Federal funds for this federally assisted project. Also the Applicant assumes and certifies:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant’s governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

2. It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement.

3. It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) prohibiting employment discrimination where (1) the primary purpose of a grant is to provide employment or (2) discriminatory employment practices will result in unequal treatment of persons who are or should be benefiting from the grant-sided activity.


5. It will comply with Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance.

6. It will comply with the Age Discrimination Act of 1975, as amended, 42 U.S.C 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving Federal financial assistance.

7. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.

8. It will comply with the provisions of the Hatch Act which limit the political activity of employees.

9. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.

10. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

11. It will give the sponsoring agency or the Comptroller General through any authorized representative the access to and the right to examine all records, books, papers, or documents related to the grant.

12. It will comply with all requirements by the Federal-sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.

13. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency’s (EPA) list of violating facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.

14. It will comply with the flood insurance purchase requirements of Section 102(a) requires, on or after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.

15. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
ELEMENT 9: CERTIFICATIONS REGARDING LOBBYING, DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTER; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82 “New Restrictions on Lobbying,” and 34 CFR Part 85, “Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants).” The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Institute of Museum and Library Services determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code and implemented at 34 CFR Part 82 for persons entering into a grant or cooperative agreement over $100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer of employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into or any cooperative agreement and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL “Disclosure Form to Report Lobbying,” in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110–

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, of local) with commission of any of the offenses enumerated in paragraph

(2)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, of local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610–

A. The applicant certifies that it will or will continue to provide a drug-free workplace by;
(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will--

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, OLS/State Programs Division, Institute of Museum and Library Services, 1100 Pennsylvania Avenue, N.W., Room 802, Washington, DC 20506. Notice shall include the identification number(s) of each affected grant.

(f) Taking one of the following action, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted--

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation or paragraphs (a),(b),(c),(d),(e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance or work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)
Balboa Middle School 247 S Hill Rd, Ventura, CA 93003
Anacapa Middle School 100 S Mills Rd, Ventura, CA

Check [ ] if there are workplaces on file that are not identified here.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610--

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction to: Director, OLS/State Programs Division, Institute of Museum and Library Services, 1100 Pennsylvania Avenue, N.W., Room 802, Washington, DC 20506. Notice shall include the identification number(s) of each affected grant.

4. FEDERAL DEBT STATUS

The undersigned, on behalf of the applicant, certifies to the best of his or her knowledge and belief that the applicant is not delinquent in the repayment of any Federal debt.
ELEMENT 9: CERTIFICATION

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certification.

<table>
<thead>
<tr>
<th>Ventura County Library</th>
<th>mobile make!</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library/Organization</td>
<td>Project Name</td>
</tr>
<tr>
<td>DAVE PEKFIELD</td>
<td>PRINCIPAL LIBRARIAN</td>
</tr>
<tr>
<td>Printed Name of Authorized Representative</td>
<td>Title</td>
</tr>
<tr>
<td>5660 EVERGLADES AVE SUITE A</td>
<td>VENTURA CA 93003</td>
</tr>
<tr>
<td>Mailing Address (if different than page 1)</td>
<td>City</td>
</tr>
<tr>
<td>DAVE PEKFIELD</td>
<td>Zip</td>
</tr>
<tr>
<td>Signature of Authorized Representative</td>
<td>5/5/14</td>
</tr>
<tr>
<td></td>
<td>Date</td>
</tr>
</tbody>
</table>